

Application for a water resources licence – part A



Water Resources Act 1991 (as amended by the Water Act 2003), Environment Act 1995,
The Water Resources (Abstraction and Impounding) Regulations 2006

Introduction

Please read through this application form and the guidance notes carefully before you fill this form in.

If you are not sure about anything in this form, phone us on 03708 506 506 or send an email to enquiries@environment-agency.gov.uk.

Contents

- A1 Licence you are applying for
- A2 About you
- A3 Applications from registered companies
- A4 Applications from individuals
- A5 Applications from organisations of individuals
- A6 Applications from public bodies
- A7 Address
- A8 Contact details
- A9 Where to send the form
- A10 Next steps

Do you want to submit this as a pre-application?

Yes

No

A1 Licence you are applying for

Please Note: For all hydropower applications please replace Part A with WR317.

Please tick one of the boxes below to let us know what type of licence you are applying for.

New full abstraction licence
Fill in this form (part A) together with parts B and C.

New temporary licence
Fill in this form (part A) together with parts B and C.

New transfer licence
Fill in this form (part A) together with parts B and C.

New impoundment licence
Fill in this form (part A) together with part D.
Please check our website as some Impoundments don't need a licence: <https://www.gov.uk/guidance/water-management-abstract-or-impound-water>.

Apply for a replacement licence when the existing expires without changes
Fill in this form (part A) together with parts B and C.

Apply for a replacement licence when the existing expires with changes
Fill in this form (part A) together with parts B and C.

Major (formal) variation to an existing abstraction licence
Fill in this form (part A) together with parts B and C.

Major (formal) variation to an impoundment licence
Fill in this form (part A) together with part D.

A2 About you

A2.1 Are you applying as a company (this includes Limited Liability Partnerships) an individual, an organisation of individuals or a public body?

A registered company
Go to section A3.

An individual
Go to section A4.

An organisation of individuals
Go to section A5.

A public body
Go to section A6.

A3 Applications from registered companies

A3.1 Company name

A3.2 Company registration number

Now go to section A7.

A4 Applications from individuals

A4.1 Your details

Title (Mr, Mrs, Miss and so on) _____

First name _____

Last name _____

Now go to section A7.

A5 Applications from organisations of individuals

A5.1 Type of organisation

For example, a charity, a partnership, a trust or a number of individuals.

Limited Liability Partnerships – do not fill in this section; you must complete section A3.

A5.2 Name of your organisation

For example any trading name.

A5.3 Details of the organisations first representative

Title (Mr, Mrs, Miss and so on) _____

First name _____

Last name _____

Position _____

A5 Applications from organisations of individuals, continued

Address

Postcode _____

Contact numbers, including the area code

Phone _____

Fax _____

Mobile _____

Email _____

A5.4 Details of the organisations second representative

Title (Mr, Mrs, Miss and so on) _____

First name _____

Last name _____

Position

Address

Postcode _____

Contact numbers, including the area code

Phone _____

Fax _____

Mobile _____

Email _____

Where organisations are made up of individuals we can only issue licences to the named individuals, we therefore need details of each person making up the organisation.

If necessary, use a separate sheet to give us the details of additional applicants.

Now go to section A7.

A6 Applications from public bodies

A6.1 Name of the public body

A6.2 What type of public body are you?

- County council
- District council
- Metropolitan council
- Unitary authority
- London borough council
- Town council
- Parish council
- Other government authority
- Fire authority
- NHS trust
- Primary care trust
- Other health body
- Other public body

Now go to section A7.

A7 Address

A7.1 Give the address that you want the licence or licences to be registered to if your application is successful. For companies, this must be the address on record for Companies House.

Address

Postcode _____

Contact numbers, including the area code

Phone _____

Fax _____

Mobile _____

Email _____

A7.2 Your main UK business address (if different from above)

Address

Postcode _____

A7 Address, continued

Contact numbers, including the area code

Phone _____
 Fax _____
 Mobile _____
 Email _____

Now go to section A8.

A8 Contact details

All applicants must fill in this section. If you give us an email, we will always contact you by email.

A8.1 Who should we contact about your application?

This can be someone acting as a consultant or an ‘agent’ for you during your application process.

Title (Mr, Mrs, Miss and so on) _____
 First name _____
 Last name _____

Position

Address

Postcode _____

Contact numbers, including the area code

Phone _____
 Fax _____
 Mobile _____
 Email _____

A8.2 Who should we contact about your operations at the site?

The person named at A8.1
 Go to A8.3.

The person named below
 Give details below.

Title (Mr, Mrs, Miss and so on) _____
 First name _____
 Last name _____
 Position

A8 Contact details, continued

Address

Postcode _____

Contact numbers, including the area code

Phone _____
 Fax _____
 Mobile _____
 Email _____

A8.3 Who should we contact about abstraction returns?

You do not need to fill this in if you are applying for an impoundment licence or a temporary licence.

The person named at A8.1
 Go to A8.4.

The person named at A8.2
 Go to A8.4.

The person named below
 Give details below.

Title (Mr, Mrs, Miss and so on) _____
 First name _____
 Last name _____

Position

Address

Postcode _____

Contact numbers, including the area code

Phone _____
 Fax _____
 Mobile _____
 Email _____

A8 Contact details, continued

A8.4 Who should we contact about any bills or invoices?

- The person named at A8.1
- The person named at A8.2
- The person named at A8.3
- The person named below
- Give details below.

Title (Mr, Mrs, Miss and so on) _____

First name _____

Last name _____

Position

Address

Postcode _____

Contact numbers, including the area code

Phone _____

Fax _____

Mobile _____

Email _____

A9 Where to send the form

Please send this form and any supporting documents to:

Permitting and Support Centre
Water Resources Team
Quadrant 2
99 Parkway Avenue
Parkway Business Park
Sheffield
S9 4WF.

Or email to:

psc-waterresources@environment-agency.gov.uk

If you are not sure about anything in this form, phone us on 03708 506 506.

A10 Next steps

We will check this application and contact you if we have any questions.

If you are happy with our service, please tell us. It helps us to identify good practice and encourages our staff. If you're not happy with our service, or you would like us to review a decision we have made, please let us know.

More information on how to do this is available from our complaints and appeals procedures (www.gov.uk/government/organisations/environment-agency/about/complaints-procedure).

You have now finished filling in part A.

Now fill in parts B and C, or part D, as appropriate.

